

**STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION
BUREAU OF RAIL AND TRANSIT**

CONFERENCE REPORT

DATE OF MEETING: February 19, 2014

LOCATION OF MEETING: NHDOT, 5 Hazen Drive, Concord NH Room 205

SUBJECT: Bicycle and Pedestrian Transportation Advisory Committee (BPTAC)

STEERING COMMITTEE MEMBERS PRESENT:

Nik Coates, At-Large Citizen Representative, BPTAC Chair
Mark Samsel, NH Rail Trails Coalition, BPTAC Vice Chair (by phone)
Eric Feldbaum, Department of Resource and Economic Development
Erik Paddleford, NHDOT Rail and Transit
Felice Janelle, NHDES
Jeff Latimer, Gus' Bike Shop
Tim Blagden, Bike-Walk Alliance of NH
Dave Topham, Granite State Wheelmen (by phone)
Rick Taintor, Portsmouth Planning Department (by phone)
Scott Bogle, Rockingham Planning Commission

SUBCOMMITTEE MEMBERS/ OTHERS PRESENT:

Larry Keniston, NHDOT Rail and Transit
Jim Kirouac, NHDOT Highway Design
Chuck Redfern, Pathways for Keene, Keene Bike/ Ped Committee
Will Schoefmann, City of Keene
Steve Waleryszak, SWRPC
Tim Harmon, NHDOT

NOTES ON MEETING:

The regular meeting of the BPTAC was called to order February 19, at 1 p.m. by the Chair.

Approval of January Minutes

The minutes of the January 15, 2014 meeting were approved.

Presentation

Tim Harmon, NHDOT Highway Safety Engineer, gave a presentation titled "[Safety Performance Analysis for Bicycle and Pedestrian Crashes](#)".

The Department of Safety provides the data that is used in the safety analysis performed by the Highway Safety Section at DOT. The software used for the analysis is [Safety Analyst](#).

Crash modification factors for bike and ped can be found at <http://www.cmfclearinghouse.org/>

Any Motor Vehicle Accident in NH causing death, personal injury, or combined vehicle/ property damage in excess of \$1,000 must be [reported in writing](#) to the Division of Motor Vehicles within 15 days. Even if this criteria is not met, an accident can still be “self reported” by filling out the form and sending it to the Department of Safety.

Committee members would like to have Tim come back to future meetings to further discuss ways the BPTAC could help collect data that could be used to help further the potential for safety analysis of bicycle and pedestrian related projects.

Projects

Conference

Felice gave an overview of the conference subcommittee’s work to date. A proposal has been submitted and the group has some good ideas for topics and speakers. The conference would be held in the fall centrally located in the Concord or Manchester areas. They have a list of 5 potential venues. Ideas for an agenda include having a keynote speaker, then panel discussions, and breakout sessions.

The committee still needs to know if there is an RFQ process or if NHDOT can pay for the conference costs (food, venue, speaker fees, etc...) directly. What do we want to achieve by having this conference? What input would DOT like on the agenda and what would DOT like to see in the conference?

The committee discussed that a venue size of 200 would probably be large enough. The bicycle pedestrian conferences from the early 2000s took place at Waterville Valley. Nik indicated a safe routes to school conference took place at the Holiday Inn in Concord a few years ago and there was no minimum for attendance.

The conference would serve as a forum for providing information about what is going on across the state relating to bicycle and pedestrian projects and advocacy, provide information on best practices from NH, and provide real time on the ground information on how things have been working or not working in NH. The conference would also provide an opportunity to start connecting the community on bicycle and pedestrian issues.

Marketing and outreach

Chuck gave an overview of the project and the proposal document. The goal is to market bicycling and pedestrian modes of transportation and recreation to residents and visitors to NH.

Committee members felt that strategic direction is what is needed from the marketing firm and asked if there is a possibility of getting some funding from DRED for this project. Promoting safety was mentioned as something to consider including. The Bike Coalition of Maine has created a map book that helped to showcase the bicycling in the state.

What have other states done for marketing plans? Tim Harmon has proposals from Wedü for the Driving Toward Zero website that he could share with the committee for possible ideas.

Signage

Since SPR funds cannot be used to purchase signs, it would make sense to take the private funding made available for counting and move that money to UVLSRPC to purchase signage to keep the signage project moving forward. SPR funding can be used for the counting project.

Request of Qualifications (RFQ) Process

When State or Federal funding is involved a RFQ qualification based process must be followed. Contractors will submit their qualifications, and then a selection committee will narrow the contractor list down based on qualifications. The selection committee will interview, rank, and then negotiate with the highest qualified contractor.

The idea is to have a regional planning commission be the pass through for the funding. The RFQ process through DOT is more cumbersome of a process. Subcommittees will serve as the evaluation committee. Someone from RPC would likely have to sit in on negotiations with contractors.

Project Budgets

Project	Fiscal Agent	Budget
Impact Study	NHDOT	\$75,000
Project Inventory	CNHRPC	\$15,000
Mapping	SWRPC	\$60,000 (10K for Strava Data Purchase
Design/ Maintenance	??	\$15,000
Counting	CNHRPC	\$15,000
Work Session/ Conference	NHDOT	\$10,000
Bicycle Signage	UVLSRPC	\$15,000 (privately funded – non SPR)
Outreach and Marketing	SNHRPC	\$40,000
		\$230,000 SPR Funding

The bike/ped plan cannot be done with the current budget. The cost of recent bike/ ped plans completed in other states range from \$250,000 to \$600,000. The economic impact study could be done for \$75,000.

Advocacy Update

[Navigating Map-21 Workshop - March 20th](#), at NH Department of Health and Human Services.

[House Bill 1485](#) – “vulnerable user bill” was referred to study committee.

Other Business

Jeff Latimer distributed the “Proposal for a Seacoast Trail System” document to the committee. The proposal is related to the State purchase of the Hampton to Portsmouth Rail Corridor and discusses the potential for linking and building a “seacoast trail system”.

Next Meeting: March 19, 1-3 pm, at DOT